



**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF NEW MARLBOROUGH  
OFFICE OF THE BOARD OF SELECTMEN  
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**Tara B. White, Chair  
Michele Shalaby  
Nathaniel H. Yohalem  
Board of Selectmen**

**Minutes of Selectmen's Meeting  
Wednesday, February 4, 2015**

**Board Members Present:** Tara B. White, Chairman  
Michele Shalaby  
Nat Yohalem

**Others Present:** Joseph Kellogg, Administrative Assistant  
Sharon Fleck, Administrative Secretary

**The meeting of the Board of Selectmen convened at 1:04 p.m.**

**FY16 Budgets – A motion was made, seconded and so voted by all members to approve the following FY16 budgets:**

Cemetery Officers Salaries	\$ 400.00	Level Funded
Cemetery Expenses	\$ 2,700.00	Level Funded
Library Trustees	\$ 320.00	Level Funded
Police Office Rental	\$ 6,000.00	Decrease of \$6,000
Police Department Expenses	\$22,700.00	Increase of \$1,200
Constables Expenses	\$ 95.00*	Level Funded
Building Inspector Expenses	\$ 2,617.00	Level Funded
Building Inspector Software	\$ 2,700.00	Decrease of \$4,700
Health Agent Revolving	\$17,000.00	Level Funded
Board of Health Expenses	\$ 2,500.00	Level Funded
Visiting Nurse	\$ 2,447.00	Level Funded
Mental Health	\$ 200.00	Level Funded
Council of Aging Transportation	\$ 5,497.00	Level Funded
Council on Aging Expenses	\$ 300.00	Increase of \$100
Senior Tax Workoff Program	\$ 100.00	Level Funded
District Department Veteran's Service	\$ 6,123.00	Increase of \$310
Library Expenses	\$43,700.00	Increase of \$3,049
Village Green Maintenance	\$ 4,480.00	Increase of \$1,380
Cultural Council	\$ 1,000.00**	Level Funded
Umpachene Falls Park	\$ 4,000.00*	Level Funded
Emergency Management Expense	\$ 2,250.00	On Hold

**\* Tara White recused herself from this vote.**

**\*\*Michele Shalaby recused herself from this vote.**

**Shared Services** – Nat Yohalem reported that as a result of his discussions with Monterey, vis-à-vis sharing a Town Administrator, Monterey is not ready to go forth with it this year. Joe Kellogg then reported that he is speaking with other municipalities in an effort to find someone who may want to work for New Marlborough. Joe also discussed this may be the time to change the title from Administrative Assistant to Town Administrator or Executive Secretary. Joe suggested searching for a qualified candidate who would work 20 hours a week including benefits.

**Supervision** – A discussion ensued regarding the need for supervision over the following offices: Assessors, Treasurer's, Accountant, Tax Collector, Town Clerk. **A motion was made, seconded and so voted to appoint Michele Shalaby as Finance Group Manager.**

**Jenn Goewey Resignation** – Joe will put an ad together for review and also put an ad on the MA Collector/Treasurer's site.

**Being that there was no further business to be brought before the Board, a motion was made, seconded and so voted by all members to adjourn the meeting 2:08 p.m.**

Respectfully submitted,

Sharon Fleck  
Administrative Secretary